CITY OF FULLERTON PARKS AND RECREATION COMMISSION

Meeting Minutes

Regular Meeting City Council Chamber Monday, October 10, 2011 5:00 p.m.

CALL TO ORDER

Chair Stanford called the meeting to order at 5:06 p.m.

FLAG SALUTE

Commissioner Shanfield led the flag salute.

ROLL CALL

Present: Sean Fitzgerald, Scott Hayes, Kirk San Roman, Kathleen Shanfield, and Scott

Stanford

Absent: Barry Levinson, Carl Van Gorden

Staff: Acting Parks and Recreation Director Hugo Curiel; Parks and Recreation

Managers Grace Lowe, Alice Loya, and Judy Peterson; Recreation Supervisor John Clements; Parks Project Specialist Doug Pickard; and

Deputy Director of Maintenance Services Dennis Quinlivan.

PUBLIC COMMENT

None

CONSENT ITEMS - None

REGULAR BUSINESS

1. SALE OF BEER AND WINE AT THE FULLERTON TENNIS CENTER

Acting Director Hugo Curiel introduced the item and updated the Commission on the Fullerton Tennis Center Renovation Project. He noted revenue opportunities available with completion of the renovation, expected in November of 2011. Acting Director Curiel then introduced Recreation Manager Grace Lowe, who oversees the Tennis Center, to provide more details and to answer questions from the Commission.

Recreation Manager Lowe said the renovation project will include new restrooms, warm up area, pro shop, and concession area with lounge. She indicated the Alcohol Beverage Control License #41 is \$350 and liability insurance through the City's insurance broker is \$981, which will bring the total cost to sell beer and wine at the Tennis Center to \$1331 per year.

Chair Stanford inquired about liability insurance coverage and limits per occurrence. Administrative Manager Alice Loya answered that coverage is \$1,000,000 per occurrence and \$2,000,000 general aggregate with no deductible.

Commissioner Sean Fitzgerald asked if staffing will be increased and Manager Lowe replied that they will be reviewing increasing part-time staff hours to accommodate for the pro shop and concession areas. Commissioner Fitzgerald asked if the Alcohol Beverage Control License #41 covers special events at the facility. Manager Lowe responded that one day special event licenses are available through the Alcohol Beverage Control.

Commissioner Kathleen Shanfield asked for the Tennis Center's hours of operation. Manager Lowe indicated that the Tennis Center is open 7 a.m. to 10 p.m., 7 days a week, with it only closing on December 25. Commissioner Shanfield then asked what type of food will be sold at the facility. Manager Lowe responded that pre-packaged food and snacks will be sold, along with bottled water and sports drinks. Commissioner Shanfield inquired about additional training required in order to serve alcohol. Manager Lowe responded the California Department of Alcohol Beverage Control provides a free course, Licensee Education on Alcohol and Drugs training (L.E.A.D.). The course includes instruction on checking various forms of identification, detecting and preventing illegal activity, liability laws, and provides ways to deal with difficult situations.

Commissioner San Roman MADE A MOTION and Commissioner Hayes SECONDED the motion to recommend approval of the sale of beer and wine at the Fullerton Tennis Center to the City Council.

AYES: Fitzgerald, Hayes, San Roman, Shanfield

NOES: Stanford

ABSENT: Levinson, Van Gorden

The MOTION PASSED 4-1.

2. PARKS AND RECREATION CIP PROJECTS TOUR

Staff conducted a tour of the recreational facilities listed below as part of the Parks and Recreation Capital Improvement Program (CIP) update:

- Fullerton Community Center
- Fullerton Golf Course
- Fullerton Tennis Center/Brea Dam-St. Jude Parking Lot
- Hiltscher Trail
- Ford Park

- Richman Park
- Lemon Park/Maple Community Center

Chair Stanford adjourned the meeting at 6:54 p.m.

Respectfully submitted,

Hugo Curiel, Secretary

HC/pd